



CITY OF LODI COUNCIL COMMUNICATION

AGENDA TITLE: Receive Report Regarding Boards, Committees and Commissions, Approve Staff Recommendations As Submitted and Provide Additional Direction As Needed

MEETING DATE: July 10, 2012

PREPARED BY: Randi Johl, City Clerk

RECOMMENDED ACTION: Receive report regarding boards, committees and commissions, approve staff recommendations as submitted and provide additional direction as needed.

BACKGROUND INFORMATION: The attached report and recommendations regarding the current status of the City's boards, committees and commissions is being provided at the request of the City Council. Staff will provide an overview of the current status of the various boards, committees and commissions, provide three main recommendations related to the Lodi Animal Advisory Commission, the Lodi Tourism Business Improvement District (LTBID) Advisory Board and Sister City Committee and request additional direction as needed.

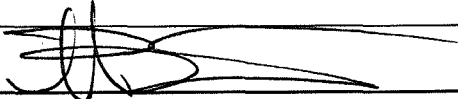
FISCAL IMPACT: Not Applicable

FUNDING AVAILABLE: Not Applicable



Randi Johl
City Clerk

APPROVED:

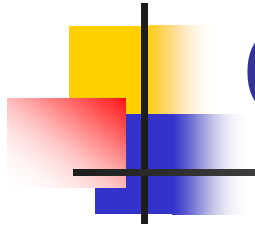


Konrad Bartlam, City Manager

Boards, Committees and Commissions



2012 Update



Overview

- Total Number of Boards, Committees and Commissions on Local Appointments List (Maddy Act) – 16
- Total Number of Council Appointed Boards, Committees and Commissions (City) – 11
- Total Number of Council Appointed Boards, Committees and Commissions (County) - 5



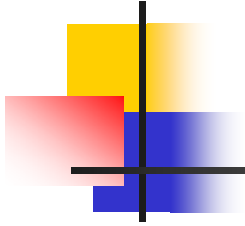
Council-Appointed (City)

- Greater Lodi Area Youth Commission
- Library Board of Trustees
- Lodi Animal Advisory Commission
- Lodi Arts Commission
- Lodi Improvement Committee
- Lodi Senior Citizens Commission
- Lodi Tourism Business Improvement District Advisory Board
- Personnel Board of Review
- Planning Commission
- Recreation Commission
- Site Plan and Architectural Review Committee



Council-Appointed (County)

- San Joaquin Council of Governments Citizens' Advisory Committee
- San Joaquin County Commission on Aging
- San Joaquin County Emergency Food and Shelter Program
- San Joaquin County Mosquito and Vector Control District
- San Joaquin Valley Unified Air Pollution Control District Citizens' Advisory Committee



Primary Focus of Today's Update

Council Appointed Boards,
Committees and Commissions
for the City of Lodi



Greater Lodi Area Youth Commission

- Date Formed: April 21, 1993
- Meetings: 2nd Monday, Monthly at 7:00 p.m. in Cottage Room at Hutchins Street Square
- Liaison/Members: Jennifer Winn (7 Adult/9 Student)
- Purpose: To affect positive growth in young adults through a variety of activities that will generate interest and participation within the community.
- Update: School District Position Changed to Public Member, Liaison Position Change, Time Change, Fewer Applications Overall for Advisors and Students
- Recommendations: None



Library Board of Trustees

- Date Formed: February 25, 1907
- Meetings: 2nd Monday, Monthly at 5:30 p.m. in Community Room at Library
- Liaison/Members: Nancy Martinez (5)
- Purpose: To manage the Lodi Public Library; set policy and budget guidelines; review and act on proposals; and advocate on behalf of the library to government officials at all levels.
- Update: None
- Recommendations: None



Lodi Animal Advisory Commission

- Date Formed: August 1, 2007
- Meetings: 2nd Monday, Monthly at 6:00 p.m. in Community Room at Police Department
- Liaison/Members: Steve Carillo (7)
- Purpose: To act in advisory capacity to City Council in all matters pertaining to animals; explore short-term and long-term needs of the Lodi Animal Shelter; make periodic inventories of animal services that exist and/or may be needed; aid in coordinating and promoting pet population control measures and explore funding opportunities for programs; and serve as an information and referral source on animals in the community.
- Update: Numerous Vacancies and Meeting Cancellations
- Recommendations: Reduce the Number of Members from 7 to 5



Lodi Arts Commission

- Date Formed: March 17, 1982
- Meetings: 2nd Wednesday, Monthly at 1:00 p.m. in Carnegie Forum
- Liaison/Members: Deanie Bridewell (9)
- Purpose: To inspire, encourage, and promote the arts in the community.
- Update: Vacancies, Membership Reduction from 11 to 9, Change in Meeting Time
- Recommendations: None



Lodi Improvement Committee

- Date Formed: February 17, 1993
- Meetings: 2nd Tuesday, Monthly at 6:00 p.m. in Carnegie Forum
- Liaison/Members: Joseph Wood (5)
- Purpose: To maintain and improve the quality of life and appearance of Lodi by the coordinated efforts of a broad spectrum of the community (pursuant to bylaws adopted by Resolution 2011-173).
- Update: Vacancies, Reduction in Membership from 9 to 7, and then to 5, Change Meeting Day
- Recommendations: None



Lodi Senior Citizens Commission

- Date Formed: November 20, 1985
- Meetings: 1st Thursday, Monthly at 8:00 a.m. in Senior Center at Hutchins Street Square
- Liaison/Members: Jennifer Winn (7)
- Purpose: To advise the City Council and City staff on all matters relating to policies and programs that will serve all senior citizens of the community (pursuant to Resolution 85-165).
- Update: Liaison Change, Meeting Day/Time Change
- Recommendations: None



Lodi Tourism Business Improvement District Advisory Board (LTBID)

- Date Formed: September 15, 2004
- Meetings: As Needed
- Liaison/Members: Jordan Ayers (5)
- Purpose: The Advisory Board shall submit an annual report, which shall include a budget for operations and a detailed identification of the marketing efforts to be undertaken by the LTBID for the ensuing calendar year, to the City Council pursuant to Section 36533 of the Streets and Highways Code.
- Update: Reduction of Membership Number
- Recommendations: Incorporate Membership Status/Update Into Annual Report



Personnel Board of Review

- Date Formed: December 3, 1941
- Meetings: As Needed
- Liaison/Members: Randi Johl (5)
- Purpose: Established by the personnel system ordinance to hear and determine employee appeals.
- Update: Increase in Membership from 3 to 5, Residency Requirement
- Recommendations: None



Planning Commission

- Date Formed: March 16, 1936
- Meetings: 2nd and 4th Wednesday, Monthly at 7:00 in Carnegie Forum
- Liaison/Members: Konradt Bartlam (7)
- Purpose: To review changes to the City's General Plan and zoning regulations to ensure the development in Lodi is of the highest quality and to provide recommendations to Council on such matters dealing with community development.
- Update: None
- Recommendations: None



Recreation Commission

- Date Formed: January 7, 1942
- Meetings: 1st Tuesday, Monthly at 7:00 p.m. in Carnegie Forum
- Liaison/Members: Jeff Hood (5)
- Purpose: To advise City Council regarding parks, recreation, and leisure activities, which would interest or impact the community.
- Update: None
- Recommendations: None



Site Plan and Architectural Review Committee (SPARC)

- Date Formed: December 2, 1970
- Meetings: 2nd and 4th Wednesday, Monthly at 5:15 p.m. in Carnegie Forum
- Liaison/Members: Konradt Bartlam (5)
- Purpose: To assist the Planning Commission in reviewing site plans and architectural drawings in order to determine compliance with zoning ordinances and to promote the orderly development of the City.
- Update: Change Meeting Day/Time
- Recommendations: None



Miscellaneous

- Sister City Committee - Housekeeping
- March 20, 2007 Shirtsleeve Session
- Approval for eliminating the requirement of meeting attendance with caveat that City remains involved for special events, visits, etc.



Final Recommendations

- Lodi Animal Advisory Commission – Reduce Membership from 7 to 5
- LT BID Advisory Board – Implement Membership Status in Annual Report
- Sister City Committee – Approve Previous Recommendation for Meeting Attendance and Involvement for Special Events, Visits, etc.

RESOLUTION NO. 2012-111

A RESOLUTION OF THE LODI CITY COUNCIL
AMENDING THE GUIDELINES FOR THE
LODI ANIMAL ADVISORY COMMISSION

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WHEREAS, the City of Lodi has a long-standing history of recognizing the need associated with the pet population in the community; and

WHEREAS, the City Council adopted Resolution No. 2007-161 establishing the Lodi Animal Advisory Commission on August 1, 2007, to review, among other things, responsible pet ownership including benefits of spaying and neutering, proper care and shelter, and general awareness of issues concerning the humane treatment of animals; and

WHEREAS, the following design for the establishment of the Lodi Animal Advisory Commission was created; however, it is recommended that the membership of the Commission be reduced from seven members to five.

NOW, THEREFORE, BE IT RESOLVED that the Lodi City Council does hereby amend the guidelines of the Lodi Animal Advisory Commission as follows:

Recitals

ORGANIZATION:

The Lodi Animal Advisory Commission (hereinafter "Commission") shall organize and adopt administrative rules and procedures consistent with the powers and duties provided to accomplish its purposes. The Chairperson shall appoint such officers or committees as shall be deemed necessary by the Commission.

POWERS AND DUTIES:

1. Act in advisory capacity to the City Council in all matters pertaining to animals and to cooperate and coordinate with other governmental agencies and civic groups in the advancement of sound animal planning and programming;
2. Explore both the short-term and long-term needs of the Lodi Animal Shelter and investigate and make **recommendations** on possible funding sources to meet identified needs;
3. Make periodic inventories of animal services that exist and/or may be needed and present the same to the City Council;
4. Aid in coordinating and promoting pet population control measures through education and development of **spay/neuter** programs and explore funding opportunities for programs and education regarding the same;
5. Serve as an information and referral source on animals in the community.

MEMBERSHIP:

The Commission shall consist of five (5) members appointed by the Mayor from a list of nominees with the approval of the City Council.

Each member of the Commission shall hold office for a term of three (3) years, except that:

1. The terms of the members first taking office expired as follows, as designated by the Mayor at the time of appointment: two (2) at the end of the first year, two (2) at the end of the second year, and three (3) at the end of the third year; and
2. Current appointees will retain their appointment following adoption of this Resolution; and
3. As terms expire, succeeding appointees shall serve for three (3) years; and
4. Any member appointed to fill the vacancy occurring prior to the expiration of the term for which his predecessor was appointed shall be appointed for the remainder of such term; and

Members of the Commission may consist of individuals representing other non-profit organizations, the veterinarian profession, the business community, and the general citizenry, among others.

No two voting members of the Commission shall be representatives, employees, and/or officers of the same group, association, corporation, and/or organization.

In addition to the Mayor, the City Manager, and the City Attorney, such other persons may be designated by the Mayor as ex officio members without vote from any department, office, commission, board, employee, or instrumentality of the City of Lodi to aid, assist, and advise the Commission.

VACANCIES:

If a member of the Commission is absent from three (3) consecutive regular meetings of the Commission without leave of absence from the Commission expressed in its official minutes, such office shall become vacant and shall be so declared by the Mayor. The Commission shall notify the City Clerk's office of such vacancy as soon thereafter *its* occurrence as practicable.

ANNUAL REPORT:

The Commission shall prepare and submit an annual report to the City Council no later than sixty (60) days after the end of each calendar year.

COMPENSATION:

Members of the Commission, the Chairman, and persons appointed to assist the Commission in making its studies shall serve at no salary, but shall be reimbursed for travel and subsistence expenses incurred in the performance of their official duties while away from the City of Lodi in accordance with the travel allowance policies adopted by the City of Lodi but only to the extent that appropriations for such travel allowance have been approved by the City Council.

STAFF ASSISTANCE:

The Commission is authorized to secure through the City Manager from any department, officer, consultant, commission, board, employee, or other instrumentality of the City of Lodi suggestions, estimates, and statistics for the purposes of carrying out the provisions of this part and each such department, officer, consultant, commission, board, employee, or other instrumentality of the City of Lodi through the City Manager is authorized and directed to furnish such information, suggestions, estimates, and statistics to the Commission upon request made by the Chairman of the Commission or upon the request of any member or subcommittee of the Commission whatsoever.

MEETINGS; LOCATIONS:

The Commission shall hold a monthly meeting on the 2nd Monday of each month at 6:00 p.m., in the Community Room of the Police Department, located at 215 West Elm Street, Lodi, California 95240. Such meeting shall be open to the public and comply with all applicable provisions of the Ralph M. Brown Act.

AUTHORITY NON-EXCLUSIVE:

Nothing herein in this Part shall be deemed to deprive the City Council or any board, commission, or officer of the City of any power, duty, or function, which such Council, board, commission, or officer may now have or be hereafter granted, it being the intention that the powers and functions hereinabove provided to be exercised by the Commission be non-exclusive. Also, nothing herein contained shall be deemed to require the City Council, or any board, commission, or officer, to refer or submit to the Commission, or to receive from such any report or recommendation respecting any matter hereinabove mentioned in the Part before taking any action or making any decision with respect to such matter, it being the intention of this Part to authorize the performance of certain functions by said Commission and not to deprive the Council or any board, commission, or officer of any power, duty, or privilege, which it now may have or may hereafter be granted.

Dated: July 10, 2012

I hereby certify that Resolution No. 2012-1 ■■ was passed and adopted by the City Council of the City of Lodi in a special meeting held July 10, 2012, by the following vote:

AYES: COUNCIL MEMBERS – Hansen, Johnson, Katzakian, Nakanishi,
and Mayor Mounce

NOES: COUNCIL MEMBERS – None

ABSENT: COUNCIL MEMBERS – None

ABSTAIN: COUNCIL MEMBERS – None


RANDI JOHL
City Clerk



POSTING NOTICE

Current Vacancies/Expiring Terms on City of Lodi Boards and Commissions

| BOARD/COMMITTEE/COMMISSION | TERM EXPIRES | APPLICATION DEADLINE |
|---|-------------------|---|
| Greater Lodi Area Youth Commission ~ Adult Advisors Three Expiring Terms (Mazzeo, Palmquist, Pennino) | May 31, 2015 | 6/25/12 <input checked="" type="checkbox"/> CLOSED |
| Greater Lodi Area Youth Commission ~ Student Appointees Five Expiring Terms (Bartlam, Kautz, Maldonado, McConahey, Schatz) | May 31, 2014 | 6125112 13 CLOSED |
| Greater Lodi Area Youth Commission ~ Student Appointees Two Vacancies (Green, Patel) | May 31, 2013 | 6125112 <input checked="" type="checkbox"/> CLOSED |
| Library Board of Trustees Two Expiring Terms (Kooger, Casey) | June 30, 2015 | 614112 <input checked="" type="checkbox"/> CLOSED |
| Lodi Animal Advisory Commission One Vacancy (Martin) | December 31, 2013 | 614112 <input checked="" type="checkbox"/> CLOSED |
| Lodi Arts Commission One Vacancy (Turrentine) | July 1, 2013 | 614112 <input checked="" type="checkbox"/> CLOSED |
| Lodi Arts Commission Three Expiring Terms / One Vacancy (Burgess, Carey, Walker-Tansely, Flores-Alcaraz) | July 1, 2015 | 614112 <input checked="" type="checkbox"/> CLOSED |
| Lodi Planning Commission Two Expiring Terms (Kiser, Heinitz) | June 30, 2016 | 614112 <input checked="" type="checkbox"/> CLOSED |
| San Joaquin County Commission on Aging One Expiring Term (Whitmire) | June 30, 2015 | 614112 <input checked="" type="checkbox"/> CLOSED |

Effective: July 10, 2012

Randi Johl, City Clerk

cc: *Posting (4)*
B&C file(s)/followup/cabinet/clerk/JMR

If you are interested in applying for a position, please contact the City Clerk's office at (209) 333-6702 or cityclerk@lodi.gov to request an application, or complete the application on our Web site at www.lodi.gov.

Return your application to the City Clerk's office by delivery to 221 West Pine Street, mail to P.O. Box 3006, Lodi, CA 95241-1910, or fax it to (209) 333-6807.

Applications will remain valid for one year after date received.

Some board, commission, and committee members may be required to complete a Statement of Economic Interest filing as required by the Fair Political Practices Commission (FPPC).